



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 24 Jan 19	<u>Interviewer:</u> Drew Nishiyama	<b>RFA #19-07</b>
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u> Roommates		
<u>Contact Numbers (telephone, e-mail, etc.):</u>		

To the best of your knowledge, please fill out the following:

Interviewee Status:    ☐ Male    ☒ Female    ☐ Other :  
                                  ☐ He/Him/His    ☐ She/Her/Hers    ☐ They/Them/Theirs    ☐ Other :  
                                  ☐ Administrator    ☐ Faculty    ☐ Staff    ☐ Student

Concern Regarding:    ☐ Male    ☐ Female    ☐ Other:  
                                  ☐ He/Him/His    ☒ She/Her/Hers    ☐ They/Them/Theirs    ☐ Other :  
                                  ☐ Administrator    ☐ Faculty    ☐ Staff    ☒ Student  
                                  ☐ Other:

**Category:** *(Please check at least one)*

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input checked="" type="checkbox"/> Color  | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input checked="" type="checkbox"/> Race    | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
24 Jan 19		[REDACTED] met with DN to discuss issues related to her roommates. [REDACTED] was trying to have her sister, [REDACTED], move in with her and her roommates. Roommates said [REDACTED] and [REDACTED] are negative people. Cultural differences were brought up [REDACTED] and [REDACTED] felt like they were not being heard. Conflict has been simmering since last quarter. Trying to work it through residence. They have a meeting tonight to discuss a way forward. Course of Action: Wait to see how this meeting goes and if needed, set up a follow up meeting.
30 Jan 19		Follow up meeting with SGS and DN. Meeting did not resolve issue. [REDACTED] was present at this appointment with SGS, DN, and [REDACTED]. [REDACTED] feels like

		there's no support and as a student for four years I don't feel like I have any support and I feel isolated. [REDACTED] roommates are negative toward [REDACTED] feels negative toward [REDACTED]. There are a lot of assumptions going on here and [REDACTED] feels like they're based on cultural differences which is what is keeping them from having any action. Course of action is for EO to talk to Res to see if there is a way for [REDACTED] and [REDACTED] to room together.
31 Jan 19		Received email that [REDACTED] and [REDACTED] would get to room together.
1 Feb 19		DN called [REDACTED] and [REDACTED] separately. Both were satisfied with outcome despite [REDACTED] having to move. Both happy that some action was taken. Appeared grateful for our assistance. RFA closed.